

Shore Rotation Requirements for NMCI

RFP Attachment 3

REQUIREMENTS FOR NMCI

Military Personnel Core Competency Development Sea Shore Rotation and Operating Forces/ Supporting Establishment Rotations

This document describes the expected contractor support of Sea Shore Rotation and Operating Forces/Supporting Establishment Rotations for military personnel. The assigned personnel under this option are provided with the expectation that the personnel will be tasked with contractor workload.

The Navy and Marine Corps employs IT professionals for maintenance, administration, security, management, and oversight support to afloat, aviation and subsurface deployers and shore based computers, information systems, communications systems and networks. This force structure undergoes rigorous, formal training, and personnel are assigned to positions in order to develop knowledge through practical experience as a means to establish core competencies in the field of information technology. In support of military IT personnel retention, the Navy and Marine Corps assigns IT professionals to shore billets. These assignments are for a modal duration three years. For the purpose of the NMCI, a description of training and experience for each individual will be provided.

The military personnel supporting NMCI will belong to a military organization which will support the NMCI program by establishing Memos of Understanding between the military structure and the contractor, articulating common goals and processes to the degree practicable. The Government will provide management of human resources, permanent change of station funding, salaries for assigned military personnel. The government will also provide access to existing government training, subject to course availability and resource prioritization.

The ~~modal-model~~ training and experience-based core-competencies for enlisted personnel are described within this attachment. Officers or senior enlisted personnel assigned to NMCI are provided to manage the military organization. The contractor shall ensure continuous and consistent professional progression for both enlisted and officer ranks during personnel shore rotation. The contractor will evaluate and employ the most effective mix of contracted and military personnel to support NMCI.

The contractor shall provide NMCI-specific technical and orientation training, tools and facilities necessary to enable the assigned military personnel to perform their rotational assignments consistent with contractor provided personnel. All system operators shall receive thorough system training commensurate with DoD user /administrator level requirements and as prescribed for the contractor administrators.

The Sea Shore Rotation and Operating Forces/Supporting Establishment Rotations assigned government personnel will be tasked, managed and report through a local government organization. The local government organization will coordinate uniformed

personnel functional assignments with the contractor organization. Assigned government personnel shall adhere to contractor processes, e.g. physical security, task tracking, work procedures (excepting personnel procedures), to the extent possible. Work assignments, responsibilities and processes for Sea Shore Rotation and Operating Forces/Supporting Establishment ~~Rotations~~Rotations assigned government personnel will not conflict with DON rules and regulations or The Uniform Code of Military Justice. Further, at time of national emergency regional conflict or war, the uniformed government personnel assigned to NMCI may be mobilized.

Rotation Training Support:

The contractor shall provide technology and process specific training to assigned enlisted and officer military Sea Shore Rotation and Operating Forces/Supporting Establishments.

Upon notification of assignment of military personnel to the NMCI, the contractor shall:

- Review the individual's training and experience to match the personnel to an assigned set of core competency developing functions within the NMCI infrastructure
- Identify shortfalls and delta training requirements for the individual
- Schedule and provide the most effective and efficient mix of experience and training incorporating, where practicable, existing government training
- Maintain and provide training plans to the NMCI military organization

The need for training is established by the required core competencies identified within this attachment. Evaluation of effectiveness of the training and experience will be rated by the cognizant military organization.

Rating Descriptions

Rating Name Changed to Information Systems Technician (IT):

This NAVADMIN announced the name change of the Radioman (RM) Rating to Information Systems Technician (IT) effective immediately. Acceleration of new technologies in Tele-communications and Information Systems disciplines revealed the need for a new rating name that best reflects the skills and roles of sailors in this rating. However, for the purpose of this report and the accuracy of data collected we will refer to the rate of Radioman for CONUS NMCI manning identification within this report.

Navy Enlisted Classification (NEC):

Rating series NECs are for a limited number of ratings and are used for billet requirements and personnel assignment. Rating series NECs identify billet requirements (skill/knowledge requirements) beyond the skill and knowledge that the general rating would provide. Rating series NECs are also assigned to an individual to show that the person has obtained certain skills or knowledge and is qualified for detailing to a billet requirement.

RADIOMAN

RM-2708 OSIS Baseline Upgrade (OBU) System Manager

Monitors system performance, performs data base maintenance functions, resolves hardware/software problems associated with system initialization, recovery and reconfiguration. Monitors and troubleshoot all communication lines connected to OBU to ensure message throughput and maximum system efficiency are maintained.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E5-E7	Personnel
Paygrades: E5-E7		
Course: Course Mandatory	CIN: J-243-0991	CDP: 222A
Sequence Code: 4	RBTR:	NR Ind: R
Component NEC:	Related NEC:	Primary Advisor:
CNO N20	Technical Advisor: NCTC	ECM: Pers-
22/N13		

~~RM 2709 Joint Force Air Component Commander (JFACC) System Administrator~~

~~Performs system administration functions in support of Contingency Theater Automated Planning System (CTAPS) for Joint Air Operations utilizing UNIX, TCP/IP networking and communications protocols, and relational databases.~~

Source Rating: RM	Billet Paygrades: E4 E6	Personnel
Paygrades: E4 E6		
Course: Course Mandatory	CIN: A 531 0024	CDP: 337N
Sequence Code: 3	RBTR:	NR Ind: R
Component NEC:	Related NEC: 2720	Primary Advisor:
CNO N20	Technical Advisor: SPAWAR	ECM: Pers-
22/N13		

RM-2720 NTCS-A System Administrator

Performs basic operation of the NTCS-A system with regard to the system administration functions. Responsible for backing-up and restoring data, assigning or changing user accounts and passwords, profiling administration procedures, monitoring C4I system interfaces and log-in requirements, analyzing emergency shutdown occurrences, and controlling printer utilities and data base purging requirements.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E4-E6	Personnel
Paygrades: E4-E6		
Course: Course Mandatory	CIN: J-150-2955	CDP: 381D
Sequence Code: 4	RBTR: R-150-2955-01	NR Ind: R
Component NEC:	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: SPAWAR	ECM: Pers-
22/N13		

RM-2730 SNAP III System Administrator

Coordinates the implementation, operation and software maintenance of the SNAP III system and establishes and monitors security procedures. Responsibilities include controlling operations during processing and responding to unscheduled program halts caused by machine failures, program failures or invalid data; establishing and controlling directories, security management files and individual access files; controlling and monitoring network resources and utilities; conducting user orientation and training; monitoring programs to identify problems or potential for problems, such as pending memory overload.

Source Rating: RM/ <u>IT</u> ET FT FC	Billet Paygrades: E5-E9	Personnel
Paygrades: E5-E9		
Course: Course Mandatory	CIN: A-531-0021	CDP:
593W, 713M		
Sequence Code: 3	RBTR:	NR Ind:
R		
Component NEC:	Related NEC: 2755, 2756	Primary Advisor:
CNO N6P	Technical Advisor: SPAWAR	ECM: Pers-
22/N13		

RM-2732 SNAP III Automated Information Systems (AIS) Resource Technician

Responsible for operating SNAP III equipment in direct support of computer operations. Responsibilities include isolating and resolving problems encountered during processing, restructuring lost data and rerunning programs, activation and deactivation of system utility programs and conducting on-call assistance for functional users.

Source Rating: RM/ <u>IT</u> ET FT FC	Billet Pay Grades: E3-E5	Personnel Pay
Grades: E3-E5		
Course: Course Mandatory	CIN: A-531-0023	CDP: 0198,
0206		
Sequence Code: 4	RBTR: R-000-0000-01	NR Ind:
A		
Component NEC:	Related NEC: 2750, 2756	Primary Advisor:
CNO N6P	Technical Advisor: SPAWAR	ECM: Pers-
22/N13		

RM-2735 Information Systems Administrator

Provides basic and in-depth levels of instruction in Local Area Networks (LAN) and Metropolitan Area Networks (MAN), with focus on system administration. Prepares technical personnel to administer commercial network operating systems within the functional areas of configuration, system, and performance management. Manage/maintain internal site networks to include but not limited to MS Exchange, NetWare, Novell, UNIX, and Windows NT. Conduct first level network software and hardware corrective actions.

Source Rating: RM/ <u>IT</u> CT FT	Billet Paygrades: E4-E9	Personnel
Paygrades: E4-E9		
Course: Course Mandatory	CIN: A-531-0046	CDP: 0480,
2029, 319J, 426L		2586,
344Y, 303E, 3033		
Sequence Code: 3	RBTR:	NR Ind:
R		
Component NEC:	Related NEC: 2736	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

RM-2739 Information Center Supervisor

Manages activities of the Data Processing Information Center.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E6-E9	Personnel
Paygrades: E6-E9		
Course: OJT	CIN:	CDP:
Sequence Code: 3	RBTR:	NR Ind:
R		
Component NEC: 2735 and 2750	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

NOTE: NEC is awardable one year after assuming duties if candidate has component NECs or equivalent education. Submit NAVPERS 1221/1 via COMNAVCOMTELCOM (N12) with Commanding Officer's endorsement and copies of documentation reflecting a minimum of one year experience as Information Center Supervisor, i.e, Enlisted Evaluations, page 4, diplomas.

RM-2743 Computer Programmer (FORTRAN)

Performs programming utilizing FORTRAN or any other related algorithmic compiler; troubleshoot existing application program; codes low-level routines for application programs; integrates other languages with FORTRAN applications.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E4-E7	Personnel
Paygrades: E3-E9		
Course:	CIN:	CDP:
Sequence Code: 4	RBTR:	NR Ind: A
Component NEC:	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

RM-2750 Small Computer System Specialist

Performs the operation, set-up and installation, upgrades, maintenance, and security of small computer systems and components. Accountable for installation of application software, initial user training and primary interface to user on matters pertaining to small computer technology and applications. Use small computer system resource management and tools. Administers configuration and life cycle programs for small computer systems. Processes local area network connectivity and implementation of other resource sharing capabilities. Effect Automated Information System (AIS) security procedures.

Source Rating: ET RM/ <u>IT</u>	Billet Paygrades: E3-E8	Personnel
Paygrades: E3-E8		
Course:	CIN:	CDP:
Sequence Code: 5	RBTR: R-532-0039-01	NR Ind: R
Component NEC:	Related NEC: 2743	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

RM-2755 AN/UYK-65 System Supervisor (SNAP I)

Monitors and perform all functions in the operation of the AN/UYK-65(V) computer system, Local Area Network (LAN) components, and workstations; optimize system resources for maximum system performance; initiates disaster backup and system restoration; monitors system console; affects job and scheduling for maximum throughput; implements and manages Automated Information System (AIS) security procedures; administers initial problem identification and corrective actions for the system., LAN components, and workstation.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E5-E8	Personnel
Paygrades: E5-E8		
Course:	CIN:	CDP:
Sequence Code: 4	RBTR:	NR Ind: R
Component NEC: 2756	Related NEC:	Open to Women:
Yes		
Primary Advisor: CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

NOTES:

1. Formal NEC retraining is mandatory prior to reporting to a SNAP I platform after an absence of 36 months or more from SNAP I operations.
2. Completion of SNAP I Operator Course and SNAP I System Supervisor Course is mandatory for personnel in paygrades E5-E8 who have not had an initial assignment aboard a SNAP I platform.

RM-2756 AN/UYK-65(V) System Operator (SNAP I)

Operates all functions of the Shipboard Non Tactical AN/UYK-65(V) systems, peripherals and Local Area Network components; monitors system console and prioritizes online system resources; initiates disaster backup procedures; conducts initial system and application program problem identification and corrective actions; carried out minor system preventive maintenance; maintains hardcopy historical files; provides user support to remote workstation.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E3-E8	Personnel
Paygrades: E3-E8		
Course:	CIN:	CDP:
Sequence Code: 3	RBTR:	NR Ind: A
Component NEC:	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

RM-2757 CV-ASWM Data Processing System Operator

Performs operator functions on operational computer program structures, identification of malfunction, and on/off-line system executions on the OL-318(V), UYA-21, U/CV-3820/UYQ-21 and AN/UYK-7(V) or AN/UYK-43 computer set associated with the CV-ASWM ADP system.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E3-E6	Personnel
Paygrades: E3-E6		
Course: Course Mandatory	CIN:	CDP:
Sequence Code: 4	RBTR: R-531-0394-01	NR Ind: R
Component NEC:	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

RM-2776 Navy Commands and Control System (NCCS) Ashore System Manager

Performs system management functions for NCCS Ashore Systems. Monitors system performance. Performs database and maintenance functions. Resolves system problems associated with initialization, recovery and reconfiguration. Utilizes Navy tactical computers and peripherals. Versed in basic Unix and Oracle.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E5-E7	Personnel
Paygrades: E5-E7		
Course: Course Mandatory	CIN: J-221-2305	CDP: 381S
Sequence Code: 4	RBTR: R-221-2305-01	NR Ind: R
Component NEC:	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: SPAWAR	ECM: Pers-
22/N13		

RM-2777 Tactical Support Center (TSC) Data Processing System Operator

Performs data processing applications associated with ASWOC. Operates ASWOC Tape Operating System (ATOS), ES-901 computer, Navy Standard Tactical Computers (DTC-2, TAC-3/4) maintains tapes and prepares tape case presentation and inventory.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E3-E7	Personnel
Paygrades: E3-E7		
Course: Course Mandatory	CIN: J-531-0365	CDP: 2248
Sequence Code: 4	RBTR: R-531-0365-02	NR Ind: R
Component NEC:	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: NCTC, SPAWAR	ECM: Pers-
22/N13		

NOTE: NECs ET-1633, OS-0331, AW-7825, and AW-7827 will be reviewed by N8 Resource Sponsors in FY 96 for deletion.

RM-2778 Mission Distribution System Operator

Performs all functions related to management of tactical database used to support the Tomahawk route planning requirements of APS. Includes detailed operations related to controlling communications necessary for receipt and updating of required databases, and the transmission of approved Tomahawk missions developed or modified by the APS. Additionally, he/she will perform the database management and critical system administrator function for the Digital Imagery Workstation Suite Afloat (DIWSA), Mission Distribution System (MDS), TLAM Planning System Afloat (TPSA), Precision Targeting Workstation (PTW), and Strike Planning Archive (SPA).

Source Rating: RM/ <u>IT</u> FC OS	Billet Paygrades: E5-E7	Personnel
Paygrades: E5-E7		
Course: Course Mandatory	CIN: J-243-2952	CDP: 293R
Sequence Code: 3	RBTR:	NR Ind:
R		
Component NEC: CNO869	Related NEC:	Primary Advisor:
22/N13	Technical Advisor: NAVINT	ECM: Pers-

RM-2779 Information System Security Manager

The Navy Information System Security Manager (ISSM) Course of Instruction provides certification training and the fundamental knowledge, skills, and abilities necessary to define, design, integrate, and manage information system security policies, processes, practices, and procedures within Navy Commands. This includes evaluating and implementing technical and administrative solutions for securing Navy Information Infrastructures and defining standards necessary to protect the confidentiality, integrity, and availability of sensitive data and critical command computing resources.

Source Rating: <u>RM</u> -IT, CT, and FT	Billet Paygrades: E6-E9	Personnel Paygrades: E6-E9
Course: Course Mandatory		
CIN: A-531-0009	CDP: 313X	Sequence Code: 3
RBTR:	NR Ind: A	
Component NEC: 2735 or 2780 or 9302		
Related NEC:		
Primary Advisor: CNO N6	Technical Advisor: CNSG	ECM: Pers-22/N13

RM-2780 Network Security Vulnerability Technician

Recognizes microcomputer operating systems (i.e. MS-DOS, Windows NT, UNIX, and Novell Netware) vulnerabilities and performs corrective actions to ensure maximum system availability. Assists the Information Systems Security Manager (ISSM) with the System Security Plan (SSP) and systems accreditation in accordance with IN-225. Uses commercial off the shelf software and operating system specific tools to perform virus protection and detection, system backups, data recovery, and auditing functions. Creates, configures, and maintains user and group accounts across multiple operating systems. Assesses protocol and proxy service vulnerabilities and their relation to firewalls. Develops and implements solutions, with regard to protocol and proxy service vulnerabilities, guarding against hostile attempts of compromise or inadvertent disclosure of sensitive material. Verifies and writes Access Control Lists (ACL) and programs screening routers.

Rating: RM/ <u>IT</u> CTA CTR CTM CTO	Billet Paygrades: E5-E8	Personnel
Paygrades: E5-E8		
CTT FC FT AZ ET		
Course: Course Pending	CIN: A-531-0022	CDP: 713X
Sequence Code: 3	RBTR:	NR Ind:
R		
Component NEC: 2735 or 9302	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

RM-2781 Advanced Network Analyst

Manages network operating systems (i.e. Windows NT, UNIX, and Novell Netware) utilizing infrastructure (i.e. cabling, throughput, connectivity, I/O devices, and topologies). Possesses thorough knowledge of current technology and trends. Implements a variety of connectivity solutions including but not limited to RAS, T1/T3, ISDN, ATM, X.25. Implements a variety of protocols, services, and standards such as TCP/IP, IPX/SPX, NetBEUI stacks, Internet (http, ftp, telnet, smtp), and X.400/500. Designs hardware and software to work in concert taking into consideration compatibility, environmental constraints, growth potential, life cycle management, cost/performance analysis, and user feedback. Performs hardware and software installation and testing. Performs management and maintenance functions including inventory control of computer assets, software and configuration management, user training, and help desk management.

Source Rating: RM/ <u>IT</u> CTA CTR CTM CTO	Billet Paygrades: E6- E8 <u>E9</u>	Personnel
Paygrades: E6-E9		
CTT FC FT AZ ET		
Course: Course Pending	CIN: A-531-0045	CDP: 334B, 3877
Sequence Code: 3	RBTR:	NR Ind:
R		
Component NEC: 2735 or 9302	Related NEC:	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

RM-2782 Defense Message System Administrator

Monitors and performs all operations of the Defense Message System automated communications suite. Responsibilities include backing up and restoring data, managing and updating directory information, monitoring equipment status on the Management Work Station, and updating servers with current user accounts. Administrators will be proficient in UNIX and Windows NT operating systems.

Source Rating: RM/ <u>IT</u>	Billet Paygrades: E4-E7	Personnel
Paygrades: E4-E7		
Course: Course Pending	CIN: A-260-0001	CDP: 332P
Sequence Code: 3	RBTR:	NR Ind:
A		
Component NEC:	Related NEC: 2735	Primary Advisor:
CNO N6	Technical Advisor: NCTC	ECM: Pers-
22/N13		

NOTE: A prerequisite of one year minimum computer experience required. Member must have background in fundamental UNIX and Windows NT operating systems.

The following is an estimation of the Navy/Marine Corps Intranets Sea/Sore Rotation requirements for the Marine Corps.

NMCI Billet Structure-(ESTIMATE FOR PLANNING PROCESSES, NUMBERS TO BE ESTABLISHED BY EXERCISING THE CLIN)

<u>Rank/Grade</u>	<u>Qty</u>
MGySgt/E9	5
MSgt/E8	22
GySgt/E7	64
SSgt/E6 87	
Sgt/E5	132
Cpl/E4	150
Totals	460

Information Systems Specialist (CPL-SGT)

Plan, Install, and Operate communications information systems

- ☐ Connect secure telephone unit to a computer
- ☐ Install end user equipment, servers, COMSEC equipment, Operating systems, Peripheral equipment, electronic message system (CP), UNIX operating system (CP), and DMS software (CP)
- ☐ Execute Emergency Action Plan
- ☐ Operate an Electronic Data file transfer system, a server on a data communications network, a UNIX operating system (CP), and DMS (CP)
- ☐ Perform Limited Technical Inspection (LTI)
- ☐ Process message traffic
- ☐ Draft a service message
- ☐ Perform operator/maintainer procedures for AN/MS-63A Communication Central (CP)
- ☐ Perform message handling procedures
- ☐ Maintain authorized software
- ☐ Manage a Local Area Network (LAN)
- ☐ Perform hardware upgrades
- ☐ Protect Electrostatic Discharge (ESD) sensitive devices during handling, storage, and transportation

Information Systems Chief (SSGT-GYSGT)

Plan, Install, and Operate communications information systems

- ☐ Draft Emergency Action Plan (EAP) and Communications Guard Shift
- ☐ Plan Electronic data file transfer system and messaging interoperability
- ☐ Develop information systems plan
- ☐ Supervise installation of message distribution systems, installation of information systems, information systems configuration management, operation of a message distribution system
- ☐ Supervise operation of the AN/MS-63A (CP), and system backup/recovery (CP)
- ☐ Optimize system performance
- ☐ Manage information systems services
- ☐ Perform advanced troubleshooting techniques

Data Network Systems Specialist (CPL-SGT)

Plan, Install, and Operate communications information systems

- ☐ Develop a network addressing scheme and a multi-protocol network plan (CP)
- ☐ Identify the principles of a network plan
- ☐ Install data communications network, network management system, and network operating system
- ☐ Connect secure telephone unit to network device
- ☐ Monitor network performance
- ☐ Configure network components
- ☐ Perform Domain Name System (DNS) administration
- ☐ Operate an electronic data file transfer system
- ☐ Execute Emergency Action Plan (EAP)

- ❑ Maintain data communication network, system software

Data Network Systems Chief (SSGT-GYSGT)

Plan, Install, and Operate communications information systems

- ❑ Develop information systems security plan, data communications network plan, a multi-protocol network plan
- ❑ Integrate data communication networks
- ❑ Perform advanced troubleshooting techniques
- ❑ Optimize network performance
- ❑ Supervise operation of a data communications network, installation of data communication networks, implementation of multi-protocol networking plan

Information Assurance Technician (SGT-MGYSGT)

- ❑ Identify the requirements of an information systems (IS) risk management program
- ❑ Develop a systems security plan, information assurance (IA) contingency plan, a local information security (INFOSEC) policy
- ❑ Perform a risk assessment, the accreditation process, incident response and reporting, system auditing
- ❑ Implement physical security measures for information processing areas, a malicious code protection program, sensitive data handling procedures, an information assurance (IA) training and awareness/certification program
- ❑ Ensure compliance with operating systems (OS) security controls, compliance with point-of-presence (POP) security controls, compliance with small computer systems security controls, compliance with application level security controls
- ❑ Monitor security system (CP), physical security environment (CP)
- ❑ Evaluate proposed software purchases
- ❑ Train security administrators
- ❑ Instruct personnel in physical security (CP), and contingency plans

Communications Information Systems Chief (MSGT-MGYSGT)

Plan, Install, and Operate communications information systems

- ❑ Oversee Communications Information Systems planning, installation, and operation of CIS networks.
- ❑ Manage Systems, Network, and Information Assurance administrators.
- ❑ Develop and supervise system performance and training.
- ❑ Establish and maintain system configuration.